

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **December 13, 2005, Work Session**

AGENDA ITEM NO.: 7

CONSENT:

REGULAR: **X**

CLOSED SESSION:

(Confidential)

ACTION: **X**

INFORMATION:

ITEM TITLE: **Athletic Fields- Formation of Task Force**

RECOMMENDATION: Form a joint Lynchburg City School Board and City Council task force to develop long term strategies to improve and develop City athletic fields.

SUMMARY:

City staff reported at a joint meeting of the Lynchburg City School Board and City Council on October 11, 2005 on the status of athletic fields in the City schools and park system. Both the Board and Council expressed interest in forming a task force to work on developing long term strategies to improve the condition of current fields and investigate the feasibility of developing additional fields.

Included in this report is a suggested plan of action for the formation of the task force. Issues for discussion include the composition of the task force, goals, opportunities for citizen input and the timeline for the work of the task force. Staff seeks direction from Council on how they wish to proceed.

PRIOR ACTION(S): Joint School Board and City Council meeting, October 11, 2005

FISCAL IMPACT: Unknown at this time

CONTACT(S): Kay Frazier, 455-5868

ATTACHMENT(S): Athletic Fields- Plan of Action

REVIEWED BY: lkp

Athletic Fields- Plan of Action

December 13, 2005

Formation of Task Force

Form a Task Force, comprised of two members of City Council, two members of the School Board, City Manager, Superintendent of Schools, Director of Parks and Recreation, Director of Buildings and Grounds and the Director of Facilities and Transportation. (Chaired by City Council or School Board member). Directors serve as liaison to the staff work group. The goals of the Task Force are to:

- Develop a long range plan for improvement and development of athletic fields.
- Solicit public input
- Develop a ten year capital implementation plan
- Consider merging management and maintenance operations for athletic fields
- Develop and make final recommendations to City Council and School Board

Form a work group of City/Schools staff (Park Services Manager, Facilities Supervisor, Athletics Supervisor, Park Operations Coordinator, and LSC Assistant Director of Grounds). The role of the work group is to:

- Support work of the Task Force
- Make recommendation to the Task Force as requested
- Review policies and processes for scheduling and reserving fields
- Continue with short term efforts to make/keep the fields in as playable a condition as possible for the upcoming seasons

Community/Stakeholder Input

- Place report and draft policy on-line. Send letters to all partners, athletic directors and other interested parties to inform them that the City is accepting comment on the report and policy.
- Consider placing as many as three citizen representatives on the Task Force.
- Hold a public meeting or several focus group meetings to solicit public input.

Timeline

Task Force to hold three meetings:

- Begin by holding a joint meeting of Task Force and Work Group to define desired outcomes, tasks, roles and responsibilities; identify information needed from work group; and establish a firm timeline. Timeframe: Early January 2006
- Hold a public meeting or focus groups to seek input from stakeholders. Timeframe: late January, February 2006
- Hold two to three work sessions to consider information, clarify issues and develop final recommendations. Timeframe: February and March 2006
- Make final recommendations to City Council and School Board. Timeframe: April 2006